

San Gabriel River **Discovery Center Authority**

Chief Executive Officer

The San Gabriel River Discovery Center Authority is seeking a qualified candidate to lead the development and administration of a state of the art watershed interpretive center that will serve over 10 million people including 3 million youth. The Chief Executive Officer (CEO) for the San Gabriel River Discovery Center (Discovery Center) will provide overall direction and administration for the development and operation of the Discovery Center to be located at the Whittier Narrows Natural Area. This position will serve the Discovery Center during the planning, construction and operational phases of the project. The CEO will report directly to the Governing Board of the San Gabriel River Discovery Center Authority which is a joint powers authority comprised of the Upper San Gabriel Municipal Water District, the Central Basin Municipal Water District, the Rivers and Mountains Conservancy and Los Angeles County Department of Parks and Recreation. The CEO shall also be responsible for developing and participating in the administration of a non profit 501 (c) (3) foundation to further the purposes of the Discovery Center.

Duties/Functions: The duties of the CEO are to provide for the overall policy development and administration of the Discovery Center and Board of Directors including the following:

- Support to the Governing Board
- Fundraising
- Outreach & Coordination with stakeholders
- Project Planning & Construction Oversight
- Development and Oversight of all Interpretation & Educational Programs
- Site Operations in Coordination with L A County Parks
- Fiscal & Personnel Administration

Requirements

- Bachelor's degree in a related field.
- Proven experience in museum work with at least 2 years at a management level.
- Demonstrated ability in budget development and sound fiscal management.
- Effectively supervise and manage work of others
- Proven fundraising ability, including management of foundations, endowments, broad-based capital campaigns, or a combination of these activities.
- It is expected that the CEO will exercise initiative to identify and perform duties necessary to maintain sound operation of the facility and all programs

Salary Range: \$75,000 - \$90,000, subject to negotiation

If your qualifications meet our needs and you desire a challenging and interesting career, we offer an opportunity that can provide you with that feeling of accomplishment and the opportunity to impact the shape the environmental education of our communities. For consideration, please submit a letter of interest, resume and salary history to: Belinda V. Faustinos, Executive Officer, Rivers and Mountains Conservancy, 900 S. Fremont Avenue, Alhambra, CA 91803. You can visit our web site at: www.rmc.ca.gov/discovery/index.html

Date of this Release: November 1, 2006

Closing Date for Applications: February 9, 2007 or until filled.